

HARTFORD MAYOR'S CABINET FOR YOUNG CHILDREN
Policies and Guidelines
PRESCHOOL CHILD PROGRESS MEASURES

The Mayor's Cabinet for Young Children has identified the CT Documentation and Observation for Teaching System (CT DOTS) as the instrument to uniformly report child progress for infants, toddlers and preschool children. Over the course of many years, the Division for Young Children has overseen extensive professional development initiatives focused on uniform assessment measures in order to ensure programs have the supports necessary to accurately and uniformly report child outcomes.

Therefore, school readiness and Child Day Care providers contracted with the City of Hartford serving young children are required to report child progress on the CT DOTS in Hartford's Early Childhood Data System for each enrolled child to the Division for Young Children. With regard to children who are not enrolled in school readiness slots or the Child Day Care slots directly administered by the DFCYR, parent permission must be secured in order to include these children in Hartford's Early Childhood Data System. A permission form is provided to all providers.

Please keep in mind that the preference of the Cabinet is to collect citywide CT DOTS data of all enrolled Hartford children and non-resident school readiness or child day care children. This data enables the Division for Young Children to provide the Mayor's Cabinet for Young Children and other vested stakeholders with critical information to guide professional development initiatives as well as a citywide profile of where children are with regard to State standards. It is therefore essential for program administrators to inform parents of the merits of including non-school readiness children in this reporting process by reassuring them that neither the Cabinet nor the DFCYR will identify children by name and that only de-identified data will be utilized for these purposes.

In short, it remains the intent of the Division for Young Children to gather data that supports providers and the City in their efforts to enhance child outcomes for the children and families served. The DFYC recognizes that comparing one child's or classroom's progress against others fails to address the unique characteristics of each and blurs the importance of using CT DOTS data to guide individualized instruction. For example, it may be that one program has enrolled a large percentage of newly enrolled 3-year old English Language Learners while another enrolls a majority of 4-year olds proficient in English with previous experience in preschool. Clearly, it is far more important to measure the

progress of each child over time than it is to compare children in the two programs.

Nevertheless, all school readiness funded programs serving Hartford and non-resident children must provide the DFCYR with CT DOTS data in order to maintain funding.

CONSENT FOR RELEASE OF INFORMATION

I, _____ consent that
(parent/guardian name)

_____ may share
(Program Name)

information about my child _____
(Name of Child)

with the City of Hartford's Department of Families, Children, Youth and Recreation. I understand that all information provided will be used for providing research information to the Mayor's Cabinet for Young Children, early childhood programs and other funding source agencies. The users of the personal data are the Department of Families, Children, Youth and Recreation (DFCYR) and the City's MetroHartford Information Services (MHIS). The DFCYR, MHIS and the public at large may use non-personalized statistical summary data gleaned from individual records. I further understand that the Department of Families, Children, Youth and Recreation and MHIS will comply with State and federal law concerning the protection and disclosure of such information.

(Parent/Guardian Signature)

(Date)